

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 500
(Internal)

January 9, 2024

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 500 (the "District") met in regular session, open to the public, on the 9th day of January, 2024, at the Lakehouse, 10000 Towne Lake Parkway, Cypress, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Jeffry D. Ottmann	President
Joanne E. Quintero	Vice President
Jeff P. Collins	Secretary
James Spackman	Assistant Secretary
Alan Steinberg	Asst. Vice President/ Asst. Secretary

and all of the above were present, thus constituting a quorum.

Also present at the meeting were Michael Crahan of Caldwell Companies; Angel Ruvalcaba of KGA/DeForest Design, LLC; Leslie Cook of RBC Capital Markets; JC Reno of Storm Water Solutions, LLC; Lynn Kurtz of Myrtle Cruz, Inc.; Amanda Benzman of Environmental Development Partners ("EDP"); J.T. Gaden and Kenrick Piercy of EHRA Engineering; Brenda McLaughlin of Bob Leared Interests; and Katie Carner, Allison Leatherwood, and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

Director Ottmann offered Board members the opportunity to remove items from the Consent Agenda for individual discussion. After discussion, Director Spackman moved to approve all items on the Consent Agenda, and direct that, where appropriate, the documents be filed appropriately and retained in the District's official records, including: (1) the minutes of the December 12, 2023, regular meeting; (2) the bookkeeper's report; (3) accepting the annual disclosure statements of the bookkeeper and investment officer and directing that the disclosure statements be filed appropriately and retained in the District's official records; (4) the annual report regarding Post-Issuance Compliance Policy; (5) the tax assessor's report; (6) adopting the Resolution Requesting Appraisal of Property and Certificate of Estimated Appraised Value; (7) the operator's report; (8) authorizing the District's operator to complete and submit the 2023 Water Usage Reporting Form to the West Harris County

Regional Water Authority (“WHCRWA”); and (9) the engineer’s report. Director Quintero seconded the motion, which passed unanimously. Copies of the bookkeeper’s report, tax assessor’s report, operator’s report, and engineer’s report are attached.

ITEMS REMOVED FROM THE CONSENT AGENDA

There were no items removed from the Consent Agenda.

2024 DIRECTORS ELECTION

Ms. Carner discussed procedures related to the 2024 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2024 Directors Election Period. Following review and discussion, Director Quintero moved to adopt a Resolution Designating an Agent of the Secretary of the Board During the 2024 Directors Election Period appointing Jennifer Ramirez as the agent of the Secretary of the Board of Directors to perform the duties of the District’s Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District’s official records. Director Collins seconded the motion, which passed unanimously.

Ms. Carner reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2024 Directors Election. Following discussion, Director Quintero moved to authorize the Secretary’s agent to post the notice as required. Director Collins seconded the motion, which passed unanimously.

Ms. Carner stated that the District may contract with Harris County to conduct the District’s 2024 Directors Election. After review and discussion, Director Quintero moved to contract with Harris County to administer the District’s election, if necessary. Director Collins seconded the motion, which passed unanimously.

SECURITY MATTERS, INCLUDING REPORT FROM THE HARRIS COUNTY SHERIFF’S OFFICE (“HCSO”) AND SECURITY COMMITTEE

Director Quintero updated the Board on the status of security in Towne Lake and stated that there is a Towne Lake/MUD Security Committee meeting scheduled for that evening.

The Board reviewed the security reports provided by the Towne Lake Community Association and the HCSO for the month of December and directed that they be filed in the District’s records.

ADDITIONAL FINANCIAL AND BOOKKEEPING MATTERS

Director Ottmann stated that he is attending the Association of Water Board Directors winter conference and he was unable to reserve a hotel room at the conference

hotel. He requested the Board authorize him to reserve a hotel room at a comparable nearby hotel. After review and discussion, Director Collins moved to authorize Director Ottmann's hotel reservation at a nearby hotel. Director Quintero seconded the motion, which passed unanimously.

ADDITIONAL OPERATIONAL MATTERS, INCLUDING PROPOSAL FOR ELECTRONIC SMART METERS

Ms. Benzman stated that EDP is still working on the proposal for the purchase and installation of electronic smart meters in the District.

The Board discussed potentially implementing a text message and automated call alert system for communication with District residents. After discussion, Director Quintero moved to authorize EDP to obtain proposals for the implementation of a text message and automated call alert system. Director Collins seconded the motion, which passed unanimously.

HEARING ON TERMINATION OF WATER AND SEWER SERVICE

There was no discussion on this agenda item.

WHCRWA MATTERS

There was no discussion on this agenda item.

ADDITIONAL ENGINEERING MATTERS, INCLUDING REVIEW BIDS AND AWARD CONTRACT FOR BARKER CYPRESS UTILITY EXTENSION PHASE 2 PROJECT

The Board considered authorizing acceptance of a storm sewer easement and a sanitary sewer easement from CC TL Parkway, 14, L.P. and a sanitary sewer easement from Shore Capital Real Estate Partners Holdco, LLC (collectively, the "Easements"). After review and discussion, Director Spackman moved to authorize acceptance of the Easements and direct that the Easements be filed appropriately and retained in the District's official records. Director Collins seconded the motion, which passed unanimously.

REPORT REGARDING DEVELOPMENT IN THE DISTRICT

Mr. Crahan updated the Board on the status of development in Towne Lake.

AUTHORIZE EXECUTION OF GENERAL CERTIFICATE IN CONNECTION WITH MASTER DISTRICT'S BOND SALE

The Board deferred discussion on this agenda item.

AUTHORIZE EXECUTION OF RESOLUTION TO COMPLY WITH THE SECURITIES AND EXCHANGE COMMISSION RULE 15C2-12 IN CONNECTION WITH MASTER DISTRICT'S BOND SALE

The Board deferred discussion on this agenda item.

REVIEW AND REVISE ACTION LIST

The Board reviewed the action list and noted items to be included and removed from the list.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.

(SEAL)



A handwritten signature in blue ink, appearing to read "Jag Patel", is written over a horizontal line.

Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report.....	2
Tax assessor's report.....	2
Operator's report.....	2
Engineer's report.....	2